

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, June 8, 2006 at 7:02 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Donnellan, Gates, Haddon, Ouwerkerk, Tymczyszyn, and Chairperson Pyles

Absent: Commissioner Dingman.

Also Present: Facility Operations Manager Megerdichian, Assistant City Manager Giordano, Project Manager Wisz, Airport Business Manager Zucker, and Torrance Police Department Captain Kreager.

MOTION: Commissioner Ouwerkerk moved to grant an excused absence to Commissioner Dingman for the June 8, 2006 Commission meeting. Commissioner Haddon seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Chairperson Pyles led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Ouwerkerk, seconded by Commissioner Haddon, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES OF MAY 11, 2006

Project Manager Wisz noted the following correction to the May 11, 2006 meeting minutes:

Page Two, paragraph 6, line 2: "...noting that so far there is approved appropriation of \$900,000."

MOTION: Commissioner Ouwerkerk moved for the approval of the May 11, 2006 Airport Commission meeting minutes as submitted. Commissioner Donnellan seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Dingman).

6. ACTION ITEMS:

6A. PROPOSED CONCEPT DESIGN AND BUDGET FOR AIRPORT SECURITY PROJECT

Assistant City Manager Giordano introduced Torrance Police Department Captain Kreager, Project Manager Wisz, and Project Manager Suhair Qoborsi from P&D Consultants. She provided an overview of the background of the Airport Security Project and advised that issues brought up at the May 11, 2006 Airport Commission meeting would be addressed at this meeting.

Captain Kreager stated that the Police Department fully endorses and supports the Airport Security Project as proposed to increase Airport security.

Project Manager Wisz discussed preliminary work that has been conducted, and stated that they were prepared to start designing and constructing the project following Commission recommendation for approval.

Project Manager Qoborsi gave a power point presentation on the design elements of the Airport Security Project included in the material of record. She reported that elements approved by City Council consist of fence and gate improvements, an access control system, a surveillance camera system, and security lighting at East T-hangars. As previously described at the May 11, 2006 Commission meeting, she summarized enhancements for each of these elements. She provided a timeline from Airport Commission recommendation to construction completion, noting the seven months for design phase and six months for construction.

In response to questions raised at the last Commission meeting, she advised that access cards would be provided for pedestrian and bicycle exit at the East T-hangars, and that vehicles would continue to exit via pavement loop detectors.

Regarding after-hours access by transient pilots, she stated that notices would be posted telling the pilot to call the Police Department in case of emergency, and that an officer would come to open the GAC door.

Responding to questions regarding T-hangar lighting, Project Manager Qoborsi indicated that the 400W HPS lights they would be white with a slight yellow tint and be tilted downward to prevent glare to pilots.

Assistant City Manager Giordano stated that, at the Commission's request, the team looked at various options to identify any possible budget savings. She noted that they were also looking at items to give them flexibility in case the project bids out higher than their estimate.

She advised that a new budget reduction of \$69,000 has been identified for fencing. She proposed to not replace the existing fence behind Hi-Shear, noting that is in good shape and not visible from surrounding streets. Also, it was determined that Lowe's and Lexus were responsible for replacing the airfield perimeter fence adjacent to their property.

She reported that the current budget estimate of \$1,895,000 was based on updated quantities, market research and analysis of equipment, and current industry unit costs. She provided a current budget summary of each of the project's components.

She discussed another opportunity for budget control by utilizing additive bid alternates, items over and above the base bid which can be deleted or postponed. She proposed the following three additive bid alternates: 1) fencing and manual vehicle gate along Airport Drive, south of East T-hangars, 2) four surveillance cameras at the East T-hangars, and 3) realignment of the main entrance from Airport Drive to the GAC. She noted that the estimated total for these alternate bids was \$229,156, but that they were still requesting project approval of \$1,900,000. She requested that the Commission concur with staff recommendation to approve project elements and the additional appropriation of \$1 million to accomplish the project, with the three items identified as additive bid alternates.

Responding to Commissioner Ouwerkerk's inquiry, Project Manager Wisz stated that surveillance cameras in front of the GAC would not be recommended for an additive bid.

In response to Commissioner Gates' inquiries, Project Manager Qoborsi advised that lighting selection plans would be presented to the FAA for their review and approval, and that lights would be mounted on eaves of hangars.

Commissioner Donnellan received clarification from Assistant City Manager Giordano that the City was responsible for the fence behind the tennis club and atrium and that the Police Department would be notified in the event that a gate was left ajar.

In response to Commissioner Donnellan's inquiry, Captain Kreager stated that the Police Department was service oriented, and that they were proud and happy to assist transient pilots with emergency after-hours access.

When Commissioner Donnellan noted the approximate 25% load factor in the budget estimate, Project Manager Wisz assured him that it was within bounds based on an educated guess of construction costs. He explained that mobilization was a bid consideration for a contractor.

Commissioner Tymczyszyn questioned the need for realignment of the main entrance. Project Manager Wisz explained that it was a difficult turn for long vehicles. He noted that an Airport Commissioner suggested the realignment, and that the gate would be positioned 100 feet north of its present location.

Assistant City Manager Giordano noted that the realignment was being proposed as a bid alternate, but that the Commission could make a revised recommendation to City Council.

Responding to Commissioner Tymczyszyn's inquiry, Facility Operations Manager Megerdichian explained that any person not having a key card would need to check in with administration staff during regular business hours to be logged in and buzzed through, and that the observation area would be closed.

Commissioner Ouwerkerk received clarification that the Fire Department would have control of the two emergency access gates near Lowe's, adding that the Fire Department determined that they needed two gates for safety reasons.

In response to Commissioner Haddon's inquiry, Assistant City Manager Giordano stated that extensive field trips were made and that the project was consistent with what other airports are doing to increase security.

At 7:50 p.m., Chairperson Pyles welcomed public input.

John King, 227th Street, was informed by Project Manager Qoborsi that P&D Consultants has done security consulting for Montgomery Field Airport, Marina Airport, and Barstow Airport. In response to his inquiry regarding security standards, she advised that emphasis on security, particularly fencing and gates, has increased since September 11.

Mr. King commented that the proposed restricted access onto the airfield would restrict our freedom and questioned why the Commission would consider it.

Ed Pierce, Rolling Hills Estates, received clarification that only the General Aviation door would have restricted entry after 10:00 p.m., and that a key card would work all hours of the day.

Commissioner Tymczyszyn commented that the current security level at Torrance Airport is very close to the Aviation Security Advisory Committee's guidelines and that the proposal goes "well above and beyond," adding that he is also sensitive to the loss of freedom.

Assistant City Manager Giordano stated that it was an excellent safety precaution for people to log in.

At 8:02, Chairperson Pyles closed the public hearing.

MOTION: Commissioner Ouwerkerk moved to recommend the Airport Security Project as proposed to City Council, with the additional appropriation of \$1,000,000 for cost increases, and with additive bid alternates to be considered by cost value from lowest to highest. The motion was seconded by Commissioner Donnellan; a roll call vote reflected unanimous approval (absent Commissioner Dingman).

The Commission was in recess from 8:05 p.m. to 8:14 p.m.

6B. NEW AIRPORT LAYOUT PLAN

Facility Operations Manager Megerdichian introduced the item and recommended that the Commission review and recommend engaging a professional airport design firm to prepare a new Airport Layout Plan.

Project Manager Wisz reported that the current Airport Layout Plan (ALP) was nearly 30 years old and difficult to use. He noted that the new ALP would be based on aerial photos, produced digitally for easy updating as needed, and would be

approximately 36" by 48." He added that the FAA has requested this update for the past several years.

At 8:23 p.m., Chairperson Pyles welcomed comments from the public.

Ed Pierce, Rolling Hills Estates, received clarification that a new ALP would show an all-around picture of the Airport including recent construction.

MOTION: Commissioner Tymczyszyn moved to concur with staff recommendation to engage a professional airport design firm to prepare a new Airport Layout Plan for Zamperini Field. Commissioner Gates seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Dingman).

6C. ELECTION OF CHAIR AND VICE CHAIR

Facility Operations Manager Megerdichian relayed Commissioner Dingman's comment that he was not interested in being nominated for Chairperson or Vice-Chairperson.

MOTION: Commissioner Donnellan, seconded by Commissioner Haddon, moved to nominate Commissioner Tymczyszyn for Chairperson of the Airport Commission. Commissioner Tymczyszyn, with a second by Commissioner Donnellan, moved to nominate Commissioner Gates as Vice-Chairperson of the Airport Commission; a roll call vote reflected unanimous approval (absent Commissioner Dingman).

7. INFORMATION ITEMS

7A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Pyles noted that the following reports for June 2006 were included in the agenda material: Hangar and Tiedown Rental Status, Ongoing Projects, June Meeting Room Schedule, and Hangar Waiting List.

Facility Operations Manager Megerdichian reported that the construction of two executive hangars was approved by City Council on May 23, 2006 but was on hold until the new fiscal year beginning July 1, 2006.

When Commissioner Ouwerkerk noted that the Paint and Seal Airport Tower project did not go through the Commission, Facility Operations Manager Megerdichian advised that it was a staff recommendation to City Council.

7B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Chairperson Pyles noted that the following reports were included in the agenda material: Events Requiring Emergency Response and Airfield Operations Status.

Facility Operations Manager Megerdichian noted that the tower count was unavailable but offered to forward the information to Commissioners.

7C. LAND MANAGEMENT REPORT – AERONAUTICAL

Facility Operations Manager Megerdichian reported that information regarding the two Great American developments that are up for sale was attached in the agenda material.

7D. AIRPORT FINANCIAL STATEMENTS

Facility Operations Manager Megerdichian provided an overview of the Airport Enterprise Fund for the year ended June 30, 2005 as well as financial statements of Airport-Aeronautical and Non-Aeronautical as of mid-year ended January 7, 2006. He requested that Commissioners e-mail any questions to him.

7E. COMMITTEE REPORTS

7D.1 COMMUNITY OUTREACH & EDUCATION COMMITTEE

No report.

8. ORAL COMMUNICATIONS

8A. Referring to the Mercedes Benz lease agreement, Commissioner Gates indicated that it might be more profitable to use the property for tie downs.

Facility Operations Manager Megerdichian encouraged Commissioners call Brian Sunshine with questions about the lease agreement.

When Commissioner Ouwerkerk stated that displacement of Mercedes storage would cause problems, Facility Operations Manager Megerdichian indicated that a parking structure was being developed outside the fence near the Mitsubishi dealership. He stated that they were looking for a new home for the Civil Air Patrol.

8B, Commissioner Tymczyszyn expressed safety concerns about traffic problems when Robinson Helicopter employees get off work at 4:00 p.m.

Facility Operations Manager Megerdichian indicated that options would be explored.

8C. Ed Pierce, Rolling Hills Estates, was informed that the new executive hangars would be 3,000 square feet each and that only Great American hangar developments were for sale.

8D. Nathan Zucker, General Manager of Van Wagoner Aerial Media, Hollywood, Florida, stated that Torrance Airport was an ideal location for his company's operations. He noted that there were delays in procuring a business license, and requested that the Commission expedite the process because the majority of their revenue was generated over the summer months.

Facility Operations Manager Megerdichian provided background regarding the request, noting that banner tow businesses need an agreement with the City and that the standard procedure is for the Commission to make a recommendation to City

Council. He explained that, because the item was not placed on the June agenda, the Commission could adjourn to a special meeting, agree to have the matter go directly to City Council, or consider the item at the regularly scheduled July meeting.

Following discussion, it was decided to adjourn to June 29, 2006 to a location to be determined, with the option to go dark in July to be decided at this meeting.

John King, 227th Street, stated that it was important for the Commission to consider all matters under its purview but that it was also important to hold its regularly scheduled meetings including the July 2006 meeting. He stated that the Commission should review the Verizon cell tower lease and questioned how two banner tow operations could be maintained at the Airport.

9. ADJOURNMENT

MOTION: At 9:33 p.m., Commissioner Ouwerkerk, seconded by Commissioner Gates, moved to adjourn the meeting to Thursday, June 29, 2006 at 7:00 p.m., with a location to be determined.

| |
|--|
| Approved as Submitted August 10, 2006 s/ Sue Herbers, City Clerk |
|--|